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FOR

YOUR INFORMATION

FROM THE PRESIDENT

Vol. IV No. 1



March 23, 1964

The Kentucky Education Association

The annual Convention of the Kentucky Education Association will be held in Louisville, April 8-10. Many members of Western's faculty and staff will participate in departmental meetings, as speakers and consultants, as representatives to the delegate assembly, and as official representatives of the College. It is especially important on this occasion that we make a special effort to promote the best interests of the College as we meet with alumni, fellow teachers, and friends from throughout Kentucky.

Our headquarters will be in the lobbies of the Brown and Kentucky Hotels. Faculty and staff members are invited to make this a headquarters in which to stop to rest, meet friends, or visit.

Western's Annual KEA Breakfast

The faculty and staff, alumni, students, and friends will gather at 8:00 a.m., EST, Friday, April 10, in the Crystal Ballroom of the Brown Hotel for the 1964 Western Breakfast. This annual breakfast is one of the most inspiring and important occasions of the year, and a large representation of faculty and staff will mean much to the College. Tickets for the Breakfast are on sale at the Business Office and will be available at Western's KEA headquarters on Wednesday, Thursday, and early Friday morning.

Spring Vacation Class Schedule

Classes will be dismissed for spring vacation after the last class period Saturday, April 4. The College will reopen with the first class period Monday, April 13.

Administrative Office Schedule

Administrative offices will follow the regular schedule through Tuesday, April 7, and will be closed for the remainder of the week.

Library Schedule

Libraries will be closed from April 5 until Sunday night, April 12. A librarian will be on call during the period to assist faculty and staff members who require the use of the Main Library. The schedule of librarians on call will be posted in the President's Office and the Office of the Dean of the College.

Mail Service and Post Office Hours

The last departmental mail delivery and pickup prior to spring vacation will be made Saturday morning, April 4. Faculty members wishing to call for personal mail during the following week may do so at the College Post Office during the following hours:

Monday through Thursday, April 6-9

8:00 a.m. - 10:30 a.m.

2:30 p.m. - 4:30 p.m.

Friday, April 10 - closed all day

Saturday, April 11 - 8:00 a.m. - 10:30 a.m.

Mail for offices in the Administration Building may be picked up in the President's outer office each morning, except Friday, between the hours of 9:00 and 10:00 o'clock.

Art Exhibit and Reception

Sunday's program in honor of Joe Downing was a most gratifying success. The Department of Art and all others whose efforts made this accomplishment possible deserve the thanks of all.

Happy Easter!

The efforts on the part of all the faculty and administrative staff are bringing another fine year to Western. I take this opportunity to express Western's appreciation and to wish all a Happy Easter.

Kelly Thompson